

RECRUITMENT RULES

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**GOVERNMENT OF PUDUCHERRY
HOME DEPARTMENT**

(G.O. Ms. No. 45, dated 12th October 2009)

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No.F.5/4/65-GP, dated 11th January, 1965 of the Ministry of Home Affairs, Government of India, New Delhi, the Lieutenant-Governor, Puducherry hereby makes the following rules further to amend the rules regulating the method of Recruitment to the Group ‘C’ and ‘D’ posts in the Jail Department, Government of Puducherry, issued *vide* Notification under G.O. Ms. No.42, dated 26th June 1981 of the Home Department, Puducherry and published in the Supplement to the Official Gazette No.35, dated 1st September 1981, namely:-

1. *Short title and commencement.*— (i) These rules may be called the Government of Puducherry, Jail Department Group ‘C’ and Group ‘D’ Posts (Executive) Recruitment (Amendment) Rules, 2009.

(ii) They shall come into force from the date of their publication in the official gazette.

2. *Amendment of the Schedules.*— In the Government of Puducherry, Jail Department Group ‘C’ and ‘D’ Posts (Executive) Recruitment Rules, 1981 (hereinafter called the said rules)—

(i) For the Schedules-II, III, IV and VI annexed to the said rules, the following Schedules and Annexures shall respectively be substituted, namely:—

SCHEDULE – II

RECRUITMENT RULES FOR THE POST OF ASSISTANT SUPERINTENDENT OF JAIL

- | | |
|---|---|
| 1. Name of the post | : Assistant Superintendent of Jail. |
| 2. Number of posts | : 8 (Eight) (2009) Subject to variations depending on work-load. |
| 3. Classification | : General Central Services – Group ‘C’ – Non-Gazetted – Non-Ministerial. |
| 4. Scale of pay | : Rs. 5,200 – 20,200 + Grade Pay Rs. 2,400. |
| 5. Whether selection or non-selection post | : Non-selection. |
| 6. Whether benefit of added year of service admissible :
under rule 30 of the Central Civil Services
(Pension Rules), 1972. | No |
| 7. Age limit for direct recruits | : Between 18 and 25 years (Relaxable in accordance with the orders / instructions issued by the Government of India). |

Note: The crucial date for determining the age limit shall in each case be the last date up to which the Employment Exchanges are asked to submit the names. In case the recruitment is made through advertisement, the crucial date for determining the age limit shall be the closing date for receipt of application.

8. Educational and other qualifications required for direct recruits. : (a) A Degree in Criminology or Sociology or Social Work or Psychology from a recognised University;
(OR)
(b) A Degree from a recognised University; and a Diploma in Criminology or Sociology or Social Work or Psychology from a recognised Institute.
(c) Physical Standard and endurance as prescribed in the Annexure to the Schedule.

9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. : Age : Not applicable.
Educational qualification : Degree or Diploma in Criminology or Sociology or Social Work or Psychology from an Institution recognised by the Government.

10. Period of probation, if any : Two years (for direct recruits).

11. Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various method. : By promotion failing which by direct recruitment.
Note: The direct recruits shall have to undergo a Basic Training as mentioned in the Annexure to this Schedule.

12. In case of recruitment by promotion /deputation/ transfer, grades from which promotion/deputation/ transfer, is to be made. : Promotion from Principal Warders with 5 years service rendered in the grade after appointment thereto on regular basis.

13. If a Departmental Promotion Committee exists, what is its composition? : *Departmental Promotion Committee for Group "C" posts consisting of—*
(i) Inspector-General of Prisons .. Chairman
(ii) Under/Deputy/Joint Secretary (Home) .. Member
(iii) Chief Superintendent of Jails .. Member-Secretary.

14. Circumstances in which Union Public Service Commission is to be consulted in making recruitment. : Not applicable.

ANNEXURE TO SCHEDULE—II

PROCEDURE PRESCRIBING STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT, PHYSICAL ENDURANCE TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR THE RECRUITMENT TO THE POST OF ASSISTANT SUPERINTENDENT OF JAIL IN THE JAIL DEPARTMENT

1. Physical Measurements :

Physical Standards: Eligibility Conditions

	Men	Women
Height	Not less than 165 cms.	Not less than 154 cms.
Chest	81 – 86 cms. with minimum expansion of 5 cms.	—
Weight	—	45 kgs. minimum

Physical measurement as prescribed in the eligibility conditions of the candidate will be done by the experts from the Education Department under the overall supervision of an officer nominated by the Inspector-General of Prisons as in-charge of the measurement. Women candidate measurement shall be taken by a woman expert.

(i) Entries regarding physical measurement and physical endurance tests would be made in bound register (and not on loose sheets) and also in columns, provided for the purpose in the application forms, on the spot, at the time of measurement / test by the officer who takes the measurement in his own hand. No overwriting / erasing / fluid correction shall be done under any circumstances and all legitimate corrections would be personally attested by the officer concerned and handed over to the in-charge of recruitment who will scrutinise the records for their correct preparation and ensure their custody.

2. Physical Endurance Test:

For male candidates

	Events	Minimum standard to be achieved
Stage-I	100 meters Run	15 seconds
Stage-II	Long Jump	3.80 meters
Stage-III	High Jump	1.20 meters
Stage-IV	800 meters Run	2 minutes 50 seconds

All the above events are compulsory.

For female candidates

	Events	Minimum standard to be achieved
Stage-I	100 meters Run	16.50 seconds
Stage-II	Long Jump	3.25 meters
Stage-III	High Jump	1.05 meters
Stage-IV	200 meters Run	36 seconds

All the above events are compulsory.

Each stage is a qualifying stage by itself for the next stage *i.e.*, any candidate who qualifies in the Stage-I shall only be eligible for Stage-II, and so on.

(*) Ex-Serviceman will not be required to pass Physical Endurance Test. They will be eligible to appear for the written test if they possess the minimum Physical Measurements.

Procedure :

(1) The testing procedure, time and venue would be decided and subject to change by the Inspector-General of Prisons as and when the necessity arises.

(2) Start of the running events would be only by movement of flag.

(3) The time recording device would be manually operated stop and go watches. The distance measuring device would be the available standard measuring tapes.

(4) The physical efficiency tests would be administered and performance recorded by the Physical Education Experts of the Education Department under the overall supervision of the officer nominated by the Inspector-General of Prisons.

3. Appeal :

The appeal made by any candidate will be examined and the decision of the IGP in respect of the appeals shall be final.

4. Written Test:

(i) All candidates who qualify the physical standards and physical efficiency tests shall undergo a written test. The questions shall be of objective type and will be, generally of SSLC standard, scoring ability, General Knowledge, Current Events and Constitution of India. The question paper will be in two parts each of two hours duration, consisting of—

Sl. No.	Subject	Maximum Marks
(1)	(2)	(3)
PART – I		
1	Mathematics	30 (Thirty)
2	Physical Sciences	30 (Thirty)
3	Biology including Human Physiology	20 (Twenty)
4	Reasoning Ability	20 (Twenty)
	Total	<u>100</u> (Hundred)
PART – II		
1	History	25 (Twenty-five)
2	Geography	25 (Twenty-five)
3	Constitution of India	10 (Ten)
4	General Knowledge and Current Events	25 (Twenty-five)
5	General English	15 (fifteen)
	Total	<u>100</u> (Hundred)
	Grand Total	200 (Two hundred)

(ii) The written test will be in English, Tamil, Telugu and Malayalam.

(iii) Selection will be based on the marks obtained in the Written Test. There will be no interview.

5. Medical Examination:

The candidates who are selected after the physical efficiency test and written tests shall be medically examined in Indira Gandhi Government General Hospital and Post-graduate Institute, Puducherry / Government Maternity Hospital, Puducherry and certified by the Assistant Director (RMO), Indira Gandhi Government General Hospital and Post-graduate Institute, Puducherry.

Medical Standards to be met:

- (a) Eyesight : Distant Vision—
 (I) Normal: Both eyes should be 6/6
 OR
 (1) Better eye with correction 6/6
 (2) Worse eye vision 6/12 (without correction)
 or both eyes should be 6/9.
 Near Vision—
 Normal both eyes.
 OR
 Better eye with correction Jr and
 Worse eye without correction Jn
 (II) Free from colour blindness.
- (b) Hearing : Free from any disability.
- (c) Defects and deformity : Free from any defect or deformity of limbs.
- (d) Disease : Free from hernia, piles, respiratory disease, AIDS, diabetes or any other disease which will adversely affect the work of the post of Assistant Superintendent of Jail.
- (e) Others : Should not be flat footed or suffering from knocked knees and bowed legs and should not be over weight as prescribed in the Medical Standards followed by Life Insurance Corporation of India.

6. Relaxation of standard for candidates belonging to SC / ST / OBC:—

In case, requisite number of SC / ST / OBC candidates do not qualify in the select list up to the seats reserved for them, the Selection Committee will have full discretion to recommend SC / ST / OBC candidates who get next lower place in the test except where the committee satisfy that the candidate is not below the minimum standard necessary for the maintenance of efficiency.

7. Final list of selected candidates:—

The final list will be declared separately for General Candidates / SC / ST / OBC as per the Government orders in force.

8. Training and probation :—

The candidates who have been selected for the posts on direct recruitment will remain on probation for a period of two years. They shall undergo a basic training course for six months (3 months of physical training and 3 months in the Correctional Institute). The training will be conducted in English / Tamil. Candidates have to learn and pass Tamil language test during the probation period. The progress of training will be assessed through test. During the period of probation if it is found that the performance of the candidate is unsatisfactory and if any recruit is unable to imbibe the training imparted and is not likely to become a good Assistant Superintendent of Jails, suitable action including his discharge from the service will be taken under the rules.

SCHEDULE - III

RECRUITMENT RULES FOR THE POST OF PRINCIPAL WARDER

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1. Name of the post : Principal Warder.
2. Number of posts : 16 (Sixteen) (2009) Subject to variations depending on work-load.
3. Classification : General Central Services – Group ‘C’ – Non-Gazetted–Non-Ministerial.
4. Scale of pay : Rs. 5,200 – 20,200 + Grade Pay Rs. 2,000.
5. Whether selection or non-selection post : Non-selection.
6. Whether benefit of added year of service admissible : Not applicable.
under rule 30 of the Central Civil Services
(Pension) Rules, 1972.
7. Age limit for direct recruits : Between 18 and 25 years (Relaxable in accordance with the orders / instructions issued by the Government of India).

Note: The crucial date for determining the age limit shall in each case be the last date up to which the Employment Exchanges are asked to submit the names. In case the recruitment is made through advertisement, the crucial date for determining the age limit shall be the closing date for receipt of application.
8. Educational and other qualifications required for direct recruits : (a) A pass in 10+2 or its equivalent.
(b) Diploma in Criminology or Sociology or Social Work or Psychology.
(c) Physical Standard and endurance as prescribed in the Annexure to the Schedule.
9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees/transferees. : No
10. Period of probation, if any : Two years (for direct recruits).
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer, and percentage of the vacancies to be filled by various method. : By promotion failing which by direct recruitment.

Note: Those appointed to the post of Principal Warder on direct recruitment shall have to undergo Basic Training in a reputed Correctional Institute sponsored by the Jail Department, Government of Puducherry within the period of probation.
12. In case of recruitment by promotion /deputation/ transfer, grades from which promotion/deputation/ transfer, is to be made. : Promotion from Male / Female Warders with 3 years service rendered in the grade after appointment thereto on regular basis.

13. If a Departmental Promotion Committee exists, what is : *Departmental Promotion Committee for Group "C" posts consisting of—*
- (i) Inspector-General of Prisons .. Chairman
 - (ii) Under/Deputy/Joint Secretary (Home) .. Member
 - (iii) Chief Superintendent of Jails .. Member-Secretary.
14. Circumstances in which Union Public Service : Not applicable.
Commission is to be consulted in making recruitment.
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ANNEXURE TO SCHEDULE—III

PROCEDURE PRESCRIBING STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT, PHYSICAL ENDURANCE TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR THE RECRUITMENT TO THE POST OF PRINCIPAL WARDERS IN THE JAIL DEPARTMENT

1. Physical measurements :

Physical Standards: Eligibility Conditions

	Men	Women
Height	Not less than 165 cms.	Not less than 154 cm.
Chest	81 – 86 cms. with minimum expansion of 5 cms.	—
Weight	—	45 kgs. minimum

Physical measurement as prescribed in the eligibility conditions of the candidate will be done by the experts from the Education Department under the overall supervision of an officer to be nominated by the Inspector-General of Prisons as in-charge of the measurement. Women candidates measurement shall be taken by a woman expert.

(i) Entries regarding physical measurement and physical endurance tests would be made in bound register (and not on loose sheets) and also in columns, provided for the purpose in the application forms, on the spot, at the time of measurement / test by the officer who takes the measurement in his own hand. No overwriting / erasing / fluid correction shall be done under any circumstances and all legitimate corrections would be personally attested by the officer concerned and handed over to the in-charge of recruitment who will scrutinise the records for their correct preparation and ensure their custody.

2. Physical Endurance Test :

For male candidates

	Events	Minimum standard to be achieved
Stage-I	100 meters Run	15 seconds
Stage-II	Long Jump	3.80 meters
Stage-III	High Jump	1.20 meters
Stage-IV	800 meters Run	2 minutes 50 seconds

All the above events are compulsory.

For female candidates

	Events	Minimum standard to be achieved
Stage-I	100 meters Run	16.50 seconds
Stage-II	Long Jump	3.25 meters
Stage-III	High Jump	1.05 meters
Stage-IV	200 meters Run	36 seconds

All the above events are compulsory.

Each stage is a qualifying stage by itself for the next stage *i.e.*, any candidate who qualifies in the Stage-I shall only be eligible for Stage-II, and so on.

(*) Ex-Serviceman will not be required to pass Physical Endurance Test. They will be eligible to appear for the written test if they possess the minimum Physical Measurements.

Procedure :

(1) The testing procedure, time and venue would be decided and subject to change by the Inspector-General of Prisons as and when the necessity arises.

(2) Start of the running events would be only by movement of flag.

(3) The time recording device would be manually operated stop and go watches. The distance measuring device would be standard measuring tapes available.

(4) The physical efficiency tests would be administered and performance recorded by the Physical Education Experts of the Education Department under the overall supervision of the officer nominated by the Inspector-General of Prisons.

3. Appeal :

The appeal made by any candidate will be examined and the decision of the IGP in respect of the appeals shall be final.

4. Written Test:

(i) All candidates who qualify in the physical standards and physical efficiency tests shall undergo a written test. The questions shall be of objective type and will be, generally of SSLC standard, scoring ability, General Knowledge, Current Events and Constitution of India. The question paper will be in two parts each of two hours duration, consisting of—

Sl. No.	Subject	Maximu Marks
(1)	(2)	(3)
PART – I		
1	Mathematics	30 (Thirty)
2	Physical Sciences	30 (Thirty)
3	Biology including Human Physiology	20 (Twenty)
4	Reasoning Ability	20 (Twenty)
	Total	<u>100</u> (Hundred)
PART – II		
1	History	25 (Twenty-five)
2	Geography	25 (Twenty-five)
3	Constitution of India	10 (Ten)
4	General Knowledge and Current events	25 (Twenty-five)
5	General English	15 (fifteen)
	Total	<u>100</u> (Hundred)
	Grand Total	<u>200 (Two hundred)</u>

(ii) The written test will be in English, Tamil, Telugu and Malayalam.

(iii) Selection will be based on the marks obtained in the Written Test. There will be no interview.

5. Medical Examination:

The candidates who are selected after the physical efficiency test and written tests shall be medically examined in Indira Gandhi Government General Hospital and Post-graduate Institute, Puducherry / Government Maternity Hospital, Puducherry and certified by the Assistant Director (RMO), Indira Gandhi Government General Hospital and Post-graduate Institute, Puducherry.

Medical Standards to be met:

- (a) Eyesight : Distant Vision—
 (I) Normal: Both eyes should be 6/6
 OR
 (1) Better eye with correction 6/6
 (2) Worse eye vision 6/12 (without correction)
 or both eyes should be 6/9
 Near Vision—
 Normal both eyes
 OR
 Better eye with correction Jr and
 Worse eye without correction Jn
 (II) Free from colour blindness
- (b) Hearing Free from any disability
- (c) Defects and deformity : Free from any defect or deformity of limbs.
- (d) Disease Free from hernia, piles, respiratory disease, AIDS, diabetes or any other disease which will adversely affect the work of the post of Principal Warder.
- (e) Others : Should not be flat footed or suffering from knocked knees and bowed legs and should not be over weight as prescribed in the Medical Standards followed by Life Insurance Corporation of India.

6. Relaxation of standard for candidates belonging to SC / ST / OBC:—

In case, requisite number of SC / ST / OBC candidates do not qualify in the select list up to the seats reserved for them, the Selection Committee will have full discretion to recommend SC / ST / OBC candidates who get next lower place in the test except where the committee satisfy that the candidate is not below the minimum standard necessary for the maintenance of efficiency.

7. Final list of selected candidates:—

The final list will be declared separately for General Candidates, SC / ST / OBC as per the Government orders in force.

8. Training and probation:—

The candidates who have been selected for the posts on direct recruitment will remain on probation for a period of two years. They shall undergo a basic training course for six months (3 months of physical training and 3 months in the Correctional Institute). The training will be conducted in English / Tamil. Candidates have to learn and pass Tamil language test during the probation period. The progress of training will be assessed through test. During the period of probation if it is found that the performance of the candidate is unsatisfactory and if any recruit is unable to imbibe the training imparted and is not likely to become a good Principal Warder suitable action including his discharge from the service will be taken under the rules.

SCHEDULE - IV

RECRUITMENT RULES FOR THE POST OF MALE WARDER

1. Name of the post : Male Warder.
2. Number of posts : 77(Seventy-seven) (2009) Subject to variations depending on work-load.
3. Classification : General Central Services – Group ‘C’ – Non-Gazetted–Non–Ministerial.
4. Scale of pay : Rs. 5,200 – 20,200 + Grade Pay Rs. 1,900.
5. Whether selection or non-selection post : Not applicable.
6. Whether benefit of added year of service admissible : No under rule 30 of the Central Civil Services (Pension) Rules, 1972.
7. Age limit for direct recruits : Between 20 and 30 years (Relaxable in accordance with the orders / instructions issued by the Government of India).
Up to 39 years of age in respect of Home Guards rendering Honorary Service in the Union territory of Puducherry.
- Note:* (1) The crucial date for determining the age limit shall be the closing date for receipt of applications.
- Note:* (2) In case of the recruitment made through the Employment Exchange, the crucial date for determining the age limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.
8. Educational and other qualifications required for direct recruits. : (a) A pass in 10+2 or its equivalent.
(b) Physical standard and endurance as prescribed in the Annexure to the Schedule.
9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees/transferees. : Not applicable.
10. Period of probation, if any : Two years .
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer, and percentage of the vacancies to be filled by various method. : 100% By direct recruitment of which—
(i) 50% of the sanctioned posts from among the Home Guards with three years of Honorary Service based on their seniority.

Provided as one-time measure, the Daily Rated Male Casual Warders engaged in the Jail Department who have completed minimum three years of engagement as on date of notification of these Recruitment Rules, shall be assessed by the Departmental Recruitment Committee for recruitment to the post against the 50% of the sanctioned posts to be filled from among the Home Guards as above.

(ii) remaining 50% of the sanctioned post are to be filled by direct recruitment.

Note 1: Direct recruitment shall be made as per procedure prescribed in the Annexure to this Schedule.

Note 2: The direct recruits shall have to undergo a Basic Training in a reputed Correctional Institute sponsored by the Jail Department, Government of Puducherry within the period of probation.

12. In case of recruitment by promotion/deputation/ transfer, grades from which promotion/deputation/ transfer, is to be made. : Not applicable.
 13. If a Departmental Promotion Committee exists, what is its composition? : *Departmental Promotion Committee for Group "C" posts consisting of—*
 - (i) Inspector-General of Prisons .. Chairman
 - (ii) Under/Deputy/Joint Secretary (Home) .. Member
 - (iii) Chief Superintendent of Jails .. Member-Secretary.
 14. Circumstances in which Union Public Service Commission is to be consulted in making recruitment. : Not applicable.
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ANNEXURE TO SCHEDULE—IV

PROCEDURE PRESCRIBING STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT, PHYSICAL ENDURANCE TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR THE RECRUITMENT TO THE POST OF MALE WARDERS IN THE JAIL DEPARTMENT

1. *Physical Measurements :*

Physical Standards: Eligibility Conditions

Men	
Height	Not less than 165 cms.
Chest	81 – 86 cms. with minimum expansion of 5 cms.
Weight	—

Physical measurement as prescribed in the eligibility conditions of the candidate will be done by the experts from the Education Department under the overall supervision of the officer nominated by the Inspector-General of Prisons as in-charge of the measurement.

(i) Entries regarding physical measurement and physical endurance tests would be made in bound register (and not on loose sheets) and also in columns, provided for the purpose in the application forms, on the spot, at the time of measurement / test by the officer who takes the measurement in his own hand. No overwriting / erasing / fluid correction shall be done under any circumstances and all legitimate corrections would be personally attested by the officer concerned and handed over to the in-charge of recruitment who will scrutinise the records for their correct preparation and ensure their custody.

*2. Physical Endurance Test: (Only for direct recruits)**

	Events	Minimum standard to be achieved
Stage-I	100 meters Run	15 seconds
Stage-II	Long Jump	3.80 meters
Stage-III	High Jump	1.20 meters
Stage-IV	800 meters Run	2 minutes 50 seconds

All the above events are compulsory.

Each stage is a qualifying stage by itself for the next stage *i.e.*, any candidate who qualifies in the Stage-I shall only be eligible for Stage-II, and so on.

(*) Ex-Serviceman are not required to pass Physical Endurance Test. They will be eligible to appear for the written test if they possess the minimum Physical Measurements and pass the Medical Examination.

Procedure :

1. The testing procedure, time and venue would be decided and subject to change by the Inspector-General of Prisons as and when the necessity arises.

2. Start of the running events would be only by movement of flag.

3. The time recording device would be manually operated stop and go watches. The distance measuring device would be standard measuring tapes available.

4. The physical endurance tests would be administered and performance recorded by the Physical Education Experts of the Education Department under the overall supervision of the Chief Superintendent of Jails.

3. Appeal :

The appeal made by any candidate will be examined and the decision of the IGP in respect of the appeals shall be final.

4. Written Test:

(i) All candidates who qualify the physical standards and physical endurance tests, shall undergo a written test. The questions shall be of objective type and will be, generally of SSLC standard, except in respect of scoring ability, General Knowledge, Current Events and Constitution of India. The question paper will be in two parts each of two hours duration, consisting of—

Sl. No.	Subject	Maximum Marks
(1)	(2)	(3)
PART – I		
1	Mathematics	30 (Thirty)
2	Physical Sciences	30 (Thirty)
3	Biology including Human Physiology	20 (Twenty)
4	Reasoning Ability	20 (Twenty)
	Total	<u>100</u> (Hundred)
PART – II		
1	History	25 (Twenty-five)
2	Geography	25 (Twenty-five)
3	Constitution of India	10 (Ten)
4	General Knowledge and Current Events	25 (Twenty-five)
5	General English	15 (fifteen)
	Total	<u>100</u> (Hundred)
	Grand Total	<u>200</u> (Two hundred)

(ii) The written test will be in English, Tamil, Telugu and Malayalam.

5. Medical Examination:

The candidates who are selected after the physical efficiency test and written tests shall be medically examined by various specialists in General Hospital, Puducherry and finally certified by the Assistant Director (RMO), General Hospital, Puducherry.

Medical Standards to be met:

- (a) Eyesight : Distant Vision—
(I) Normal: Both eyes should be 6/6
OR
(1) Better eye with correction 6/6
(2) Worse eye vision 6/12 (without correction)
or both eyes should be 6/9

Near Vision—
Normal both eyes
OR
Better eye with correction Jr and
Worse eye without correction Jn

: (II) Free from colour blindness.

(b) Hearing : Free from any disability

(c) Defects and deformity : Free from any defect or deformity of limbs.

(d) Disease : Free from hernia, piles, respiratory disease, AIDS, diabetes or any other disease which will adversely affect the work of the post of Male Warder.

(e) Others : Should not be flat footed or suffering from knocked knees and bowed legs and should not be over weight as prescribed in the Medical Standards followed by Life Insurance Corporation of India.

6. Relaxation of standard for candidates belonging to SC / ST / OBC:—

In case, requisite number of SC / ST / OBC candidates do not qualify in the select list up to the seats reserved for them, the Selection Committee will have full discretion to recommend SC / ST / OBC candidates who get next lower place in the test except where the committee satisfy that the candidate is not below the minimum standard necessary for the maintenance of efficiency.

7. Final list of selected candidates:—

The final list will be declared separately for General Candidates, SC / ST / OBC as per the Government orders in force.

8. Training and probation:—

The candidates who have been selected for the posts recruitment will remain on probation for a period of two years. They shall undergo a basic training course for six months (3 months of physical training and 3 months in the Correctional Institute). The training will be conducted in English / Tamil.

The progress of training will be assessed through test. During the period of probation if it is found that the performance of the candidate is unsatisfactory and if any recruit is unable to imbibe the training imparted and is not likely to become a good Warder, suitable action including his discharge from the service will be taken under the rules.

The selected candidates have to learn and pass Tamil Language test during the probation period.

SCHEDULE -VI

RECRUITMENT RULES FOR THE POST OF FEMALE WARDER

1. Name of the post : Female Warder.
2. Number of posts : 3 (Three) 2009, Subject to variations depending on work-load.
3. Classification : General Central Services – Group ‘C’ – Non-Gazetted – Non-Ministerial.
4. Scale of pay : Rs. 5,200 – 20,200 + Grade Pay Rs. 1,900.
5. Whether selection post or non-selection post : Not applicable.
6. Whether benefit of added year of service admissible : No under rule 30 of the Central Civil Services (Pension Rules), 1972.
7. Age limit for direct recruits : Between 20 and 30 years (Relaxable in accordance with the orders / instructions issued by the Government of India). Up to 39 years of age in respect of Home Guards rendering honorary service in the Union territory of Puducherry.
 Note: (1) The crucial date for determining the age limit shall be the closing date for receipt of applications.
 Note: (2) In case of the recruitment made through the Employment Exchange, the crucial date for determining the age limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.
8. Educational and other qualifications required for direct recruits. : (a) A pass in 10+2 or its equivalent.
 (b) Physical standard and endurance as prescribed in the Annexure to the Schedule.
9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees/transferees. : Not applicable.
10. Period of probation, if any : Two years.
11. Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, and percentage of the vacancies to be filled by various method. : 100% By direct recruitment of which—
 (i) 50% of the sanctioned posts from among the Home Guards with three years of honorary service based on their seniority:

Provided as one time measure, the Daily Rated Female Casual Warders engaged in the Jail Department who have completed minimum three years of engagement as on date of notification of these Recruitment Board, shall be assessed by the Departmental Recruitment Committee for recruitment to the post against the 50% of the sanctioned posts to be filled from among the Home Guards as above.

(ii) remaining 50% of the sanctioned post are to be filled by direct recruitment.

Note 1: Direct recruitment shall be made as per procedure prescribed in the Annexure to this Schedule.

Note 2: The direct recruits shall have to undergo a basic training in a reputed Correctional Institute sponsored by the Jail Department, Government of Puducherry within the period of probation.

12. In case of recruitment by promotion /deputation/ transfer, grades from which promotion/deputation/ transfer, is to be made. : Not applicable.
13. If a Departmental Promotion Committee exists, : *Departmental Promotion Committee for Group "C" posts consisting of—*
- (i) Inspector-General of Prisons .. Chairman
 - (ii) Under/Deputy/Joint Secretary (Home) .. Member
 - (iii) Chief Superintendent of Jails .. Member-Secretary.
14. Circumstances in which Union Public Service Commission is to be consulted in making recruitment. : Not applicable.
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ANNEXURE TO SCHEDULE—VI

PROCEDURE PRESCRIBING STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT, PHYSICAL ENDURANCE TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR THE RECRUITMENT TO THE POST OF FEMALE WARDERS IN THE JAIL DEPARTMENT

1. *Physical Measurements :*

Physical Standards: Eligibility Conditions

		Women
Height		Not less than 154 cms.
Weight		45 kgs. Minimum.

Physical measurement as prescribed in the eligibility conditions of the candidate will be done by the women experts from the Education Department under the overall supervision of the women officer nominated by the Inspector-General of Prisons as in-charge of the measurement.

(i) Entries regarding physical measurement and physical endurance tests would be made in bound register (and not on loose sheets) and also in columns, provided for the purpose in the application forms, on the spot, at the time of measurement / test by the officer who takes the measurement in his own hand. No overwriting / erasing / fluid correction shall be done under any circumstances and all legitimate corrections would be personally attested by the officer concerned and handed over to the in-charge of recruitment who will scrutinise the records for their correct preparation and ensure their custody.

2. Physical Endurance Test : (Only for direct recruits):*

	Events	Minimum standard to be achieved
Stage-I	100 meters Run	16.50 seconds
Stage-II	Long Jump	3.25 meters
Stage-III	High Jump	1.05 meters
Stage-IV	200 meters Run	36 seconds

All the above events are compulsory.

Each stage is a qualifying stage by itself for the next stage i.e., any candidate who qualifies in the Stage-I shall only be eligible for Stage-II, and so on.

Procedure :

1. The testing procedure, time and venue would be decided and subject to change by the Inspector-General of Prisons as and when the necessity arises.

2. Start of the running events would be only by movement of flag.

3. The time recording device would be manually operated stop and go watches. The distance measuring device would be the available standard measuring tapes.

4. The physical endurance tests would be administered and performance recorded by the Women Physical Education Experts of the Education Department under the overall supervision of the officer nominated by the Inspector-General of Prisons.

3. Appeal :

The appeal made by any candidate will be examined and the decision of the IGP in respect of the appeals shall be final.

4. Written Test:

(i) All candidates who qualify in the physical standards and physical endurance tests shall undergo a written test. The questions shall be of objective type and will be, generally of SSLC standard, except in respect of scoring ability, General Knowledge, Current Events and Constitution of India. The question paper will be in two parts each of two hours duration, consisting of—

Sl. No.	Subject	Maximum Marks
(1)	(2)	(3)
PART – I		
1	Mathematics	30 (Thirty)
2	Physical Sciences	30 (Thirty)
3	Biology including Human Physiology	20 (Twenty)
4	Reasoning Ability	20 (Twenty)
	Total	<u>100</u> (Hundred)
PART – II		
1	History	25 (Twenty-five)
2	Geography	25 (Twenty-five)
3	Constitution of India	10 (Ten)
4	General Knowledge and Current events	25 (Twenty-five)
5	General English	15 (fifteen)
	Total	<u>100</u> (Hundred)
	Grand Total	<u>200</u> (Two `hundred)

(ii) The written test will be in English, Tamil, Telugu and Malayalam.

(iii) Selection will be based on the marks obtained in the Written Test. There will be no interview.

5. Medical Examination:

The candidates who are selected after the physical efficiency test and written tests shall be medically examined by various Specialist in Indira Gandhi Government General Hospital and Post-graduate Institute, Puducherry / Government Maternity Hospital, Puducherry and finally certified by the Assistant Director (RMO), Indira Gandhi Government General Hospital, and Post-graduate Institute, Puducherry.

Medical Standards to be met:

- | | | |
|--------------|---|--|
| (a) Eyesight | : | Distant Vision— |
| | | (I) Normal: Both eyes should be 6/6 |
| | | OR |
| | | (1) Better eye with correction 6/6 |
| | | (2) Worse eye vision 6/12 (without correction)
or both eyes should be 6/9 |

- Near vision—
Normal both eyes
OR
Better eye with correction Jr and
Worse eye without correction Jn
(II) Free from colour blindness
- | | |
|---------------------------|--|
| (b) Hearing | Free from any disability |
| (c) Defects and deformity | : Free from any defect or deformity of limbs. |
| (d) Disease | Free from hernia, piles, respiratory disease, AIDS, diabetes or any other disease which will adversely affect the work of the post of Female Warder. |
| (e) Others | : Should not be flat footed or suffering from knocked knees and bowed legs and should not be over weight as prescribed in the Medical Standards followed by Life Insurance Corporation of India. |

6. Relaxation of standard for candidates belonging to SC / ST / OBC:—

In case, requisite number of SC / ST / OBC candidates do not qualify in the select list up to the seats reserved for them, the Selection Committee will have full discretion to recommend SC / ST / OBC candidates who get next lower place in the test except where the committee satisfy that the candidate is not below the minimum standard necessary for the maintenance of efficiency.

7. Final list of selected candidates:—

The final list will be declared separately for General Candidates / SC / ST / OBC as per the Government orders in force.

8. Training and probation:—

The candidates who have been selected for the posts will remain on probation for a period of 2 years. They shall undergo a basic training course for six months 3 months of physical training and 3 months in the Correctional Institute. The training will be conducted in English / Tamil. Candidates have to learn and pass Tamil language test during the probation period. The progress of training will be assessed through test. During the period of probation if it is found that the performance of the candidate is unsatisfactory and if any recruit is unable to imbibe the training imparted and is not likely to become a good Warder, suitable action including her discharge from the service will be taken under the rules.

The selected candidates have to learn and pass Tamil language test during the probation period.

(By order of the Lieutenant-Governor)

L. KUMAR,
Joint Secretary to Government,

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